

## AMERICAN BAPTIST COLLEGE

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### **Policy on Criminal Activity and Emergency Notifications**

It is the policy of American Baptist College to notify members of the Campus community of any reported crime(s) that are determined to pose an imminent threat to the safety of students or employees, to issue timely warnings to the college community pursuant to requirements of the Clery Act. The President, the Executive Vice President, or the Provost may determine the need for and implement timely campus-wide notification. Each official has the authority to make the decision, if necessary to provide a timely warning (34 CFR 668.46(b)2i(e)(i-iii)) notification to the Campus community in the event of an imminent threat. Anyone with information warranting a potential timely warning should report the circumstances to the Executive Vice President or any other college official. In the case of witnessing a crime being committed on campus, the incident should be immediately reported to the Metro Police Department at (615) 862-8600 or by dialing 911.

Notification occurs through several outlets:

1. College Web page as a Network Banner
2. Social media outlets which include
  - a. the College Facebook,
  - b. Twitter Accounts which provide cell phone alerts
3. Mobile Applications
4. Phone texts
5. Comprehensive Academic Management System (CAMS)
6. Public Safety Bulletins are posted through-out the College

The social media notifications or bulletins will allow members of the Campus community to be informed about current security and safety activities. If any persons hears any expression of hostility or threats made based on class, race, gender or

sexual orientation that could compromise the safety and security of an individual; or such threats made against the institution of American Baptist College because of its stated mission and commitment, it is to be immediately reported to the Executive Vice President or any college official.

In the event that a situation arises, either on or off campus, that, in the judgment of college officials, constitutes an ongoing or continuing threat, a “timely warning” will be issued.

If the threat does not pose a risk to the entire college community, the timely warning will be addressed to those community members who are subject to risk. These notifications will be issued without delay.

#### **Emergency Notifications and Testing (34 CFR 668.46(e)(g)):**

In the event a confirmed threat of significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, staff or visitors occurs on campus, ABC will issue an emergency notification. The notification may be issued via various methods (e-mail, web page notification, CAMS, network banner message, press release to local media, posters, flyers, memorandums, mobile applications and/or phone text messages etc.) depending on the nature of the threat. The notification will be issued without delay.

#### *Emergency Notification Testing (34 CFR 668.46(a)(2))*

- i) Emergency notification testing is the responsibility of the Executive Vice President in partnership with Information Technology and other departments as may be appropriate.
  - ii) Testing of various emergency notification systems and procedures will occur no less than annually.
1. Testing of CAMS will occur no less than once weekly.
    - a. Results of these tests, inclusive of the number of notifications issued via e-mail, voice call and text message will be obtained and evaluated by the Information Technology personnel.
    - b. These tests are documented and any deficiencies in the system are corrected without delay.
  2. The City of Nashville maintains the severe weather siren system that also serves the college campus and other properties within Nashville. That system is maintained and tested in accordance with the City of Nashville’s policies.